



MEMORANDUM FOR: Director, Central Reference Service

SUBJECT: Destruction of Ten Year Old State Documents

- REFERENCES:
- (a) Memo, dtd 20 August 71, to Ch, A&RC fr RMO/CRS, subj: Req Dest of Ten Yr Old Non-CIA Publications Held at RC
 - (b) Memo, dtd 10 Jan 72, to CRS/RMO fr Ch, Agency Archives, subj: Dest of Ten Yr Old State Documents
 - (c) Memo, dtd 28 Feb 72, to Ch, A&RC fr RMO/CRS, subj: Dest of Ten Yr Old State Documents

1. The efforts of CRS to relieve the storage problem at the Agency Records Center are appreciated.

2. Having reviewed the entire problem as it pertains to State produced reports, it was decided that the best interests of the Agency and the Federal Government would be served by taking the following actions:

a. Hold the State produced reports in the Agency Records Center for ten more years, and

b. At the end of the ten additional years, offer the reports to State so they can be added to their archival holdings.

3. The Chief, Agency Records Center is being furnished a copy of this memo as instructions to put the above actions into effect.

Not signed

Agency Records Management Officer

STATINTL

cc: Chief, Agency Records Center